

# Water and Wastewater Facility Operators Certification Board

## 2014 Contractor's Report



**Prepared by:**

The Colorado Environmental Certification and Training, Inc. in conjunction with Total Event And Management Services, Inc., the Operator Certification Program Office.



## 2014 Contractor's Report

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## 2014 Contractor's Report OVERVIEW

On February 12, 2001, the WWFOCB entered into the agreement with the Certification Council and CECTI to manage and provide an office for the program. It was determined it would be called the *Operator Certification Program Office (OCPO)* and the water professionals of Colorado would have a single source for information relative to certification issues and needs, as well as training opportunities throughout the state.

The Colorado certification program is unique, in that the vast majority of other Certification programs are based in State Regulator offices. In 2006, this unique aspect culminated in the Colorado Program receiving the highly coveted Certification Program Award from ABC: 'In recognition of outstanding contribution toward establishing or advancing certification.'

Through the years, many strides have been made in upgrading the services supplied by the non-profit organizations of Colorado Water Distribution and Wastewater Collection Systems Certification Council, Colorado Environmental Certification and Training and their sub-contractor, TEAMS. OCPOweb was developed and exists, not only to disseminate information to Operators, but to allow Trainers to submit courses for review and approval *online*. In turn, the Review Committee, again composed of Volunteer SMEs, can, from anywhere and at anytime, look at the submissions and determine worthiness and educational credit to be awarded to each submission. Operators can come to the office and take their exams electronically.

Milestones for 2014 include, but are not limited to:

- A) Attained a year of operating as a merged entity. This occurred by having the Certification Council become the Distribution and Collection Division and the disciplines within CECTI become the Water/Wastewater Treatment Division. The organization is currently known as Colorado Environmental Certification and Training, Inc. (CECTI) in order to maintain its 501c (3) status.
- B) Through the end of 2014, the program staff and volunteers have had more than a year's experience in helping Water Professionals adjust to being able to apply for exams three (3) times during the calendar year, rather than two.
- C) Initially the program was a multiple-entry as far as exams were concerned. The program has now entered its 3rd year in sequential testing. Primarily, one must be certified in the lower level before moving to test at the next level. Water Professionals are now familiar with this process.
- D) There has been a doubling of those requesting online exams over 2012. That year, we noted 700 exams were taken electronically. In 2014, more than 1,400 exams were taken using this modality. While the overwhelming majority of exams were taken in the Operator Certification Program Office, maximum for this site has not yet been reached.

## SECTION 1

### Overview

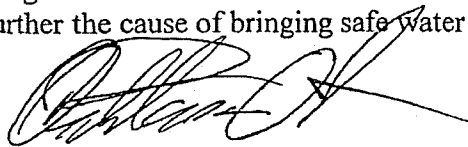


Tests are offered 40 weeks each year, and there could ultimately be 2,400 exams given in those time parameters.

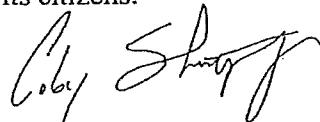
We also gave the initial offsite, online exam in Grand Junction in August, thanks to a selfless Volunteer who secured a satisfactory site and also proctors, along with a staff member, during the exam...Brian Breault.

The OCPO/TEAMS staff has been pleased and gratified in having a part in reaching the previously noted goals. The staff is not composed of Water Professionals, but they are composed of Administrative Professionals who *care* about Water Professionals.

Additionally, there are more than 100 industry-related partners who have volunteered their time in training courses and other activities to aid water professionals in becoming certified. Although there are too many to list in this report, the Distribution and Collection Division and the Water and Wastewater Treatment Division of CECTI and the Operator Certification Program Office must call attention to them and extend their gratitude for all they have done to further the cause of bringing safe water to Colorado and its citizens.



Ortilano (Bobby) Oligo, President  
CECTI



Coby Shurtleff, Vice President  
CECTI



Sylvia Rottman, Administrator  
OCPO

## SECTION 2

**Boards, Committee Chairs, Volunteers**



## 2014 BOARDS AND DIVISION VOLUNTEERS

\*Board members volunteer their time on various committees in addition to performing the duties and responsibilities of their respective position on the Board or in the Divisions

### Colorado Environmental Certification & Training, Inc. (CECTI)

#### Board of Directors

President:	Bobby Oligo, City of Aurora - W/WW Treatment Division
Vice President:	Coby Shurtleff, Town of Windsor - C&D Division
Past President:	Jim Wiseman, Retired - C & D Division
Secretary:	Rich Platt, Town of Castle Rock - C&D Division
Treasurer:	Bob Hastings, Prairie View Subdivision - W/WW Treatment Division
Director of C&D:	Coby Shurtleff, Town of Windsor - C&D Division
Director of W/WW:	Mike Boyett, Littleton/Englewood - W/WW Treatment Division
Reciprocity Chair:	Bruce Chameroy, Town of Erie - W/WW Treatment Division

#### Water/Wastewater Treatment Division of CECTI

President:	Mike Boyett, Littleton/Englewood
Vice President:	Kirk Watson, City of Aurora
Treasurer:	R E "Bob" Hastings, Prairie View Subdivision - CRWA
Secretary:	Dannie McMillan, Town of Cheyenne Wells
Directors:	Ed Zimbleman, City of Lafayette
	Julie Smith, Miller Coors
	Bruce Chameroy, Town of Erie
	Mark Foxworthy, CRWA
	Bobby Oligo, City of Aurora

Distribution and Collection Division of CECTI

Council Chair	Coby Shurtleff, Town of Windsor
Secretary	James (Jim) Jamsay, North Washington W&S District
Treasurer	Jim Wiseman, Retired
WW Committee Chairman	Richard (Rich) Platt, Town of Castle Rock
Water Committee Chairman	Don Williams, St. Charles Mesa Water District Committee Members: Betsy Beaver, Retired Jan Cranor, Retired Gene Hazlett, City of Glendale Jerry McClain, Retired Robert (Bob) Morphis, Aurora Water Ray Olson, DSR Jeff TerAvest, City of Longmont Matthew Trujillo, Pueblo Board of Water Works
Ex Officio:	Jimmie Lujan, Retired Terry Book, Pueblo Board of Water Works Walt Weers, Retired



## VOLUNTEERS - INDUSTRY PARTNERS

CECTI and its Divisions are dependent on industry partners who volunteer their time to support the certification program. Industry partners are subject matter experts in their respective segment of the Water/Wastewater industry. They assist board members on various committees and provide training to operators. Industry partners volunteer their time and share their expertise by teaching at the Distribution and Collection Systems Short School and serving on various committees such as Training Unit Review and Approval, Exam Review, Application Review, Certification Renewal, Reciprocity Review, as well as serving as Proctors at exam sites.

CECTI and its Divisions would like to thank the following CWP's and Industry Partners for their time, effort, and for sharing their expertise with the operators of Colorado.

Jeff Adler, Automation Services

Andy Andreatta, Mueller Company

Jason Ahrens, City of Grand Junction

Bob Allen, City of Longmont

Martin Alvis, Metro WW Reclamation District

Dave Anderson, Utility Technical Services

Bennie Archuleta, Project 7

Steve Austin, Underground Solutions

Daniel Babyak, Denver Water

Roger Baker, City of Westminster

Craig Barnes, Metro WW Reclamation District

Gabrielle Begeman, ORC Water Professionals

Jimmy Boardman, Denver Water

Brian Breault, City of Grand Junction

Kevin Brown, City of Glendale

Tony Ciancio, Water Technology Group

Anthony Coca, Trinidad Correctional Facility

Dale Colerick, City of Brush

Sid Copeland, City of Louisville

Ashley Dalton, City of Golden

Darrell Davis, San Luis Valley Masonic Park

Andy Dieter, Town of Castle Rock

Roy Duchow, City of Lafayette

Steve Dunn, Xcel

Chantel Evans, Insituform

Greg Farmer, Littleton/Englewood WWTP

Reuben Frank, Sand Creek Water Reuse, Aurora

Chuck Goin, CRWA

Kris Graham, United Rentals

Jan Grengs, Littleton/Englewood WW TP

Pat Gustafson, Retired

Martha Hahn, Plum Creek WW Authority

Ralph Haight, Aurora Water

Fred Hand, CRWA

Steve Hettinger, City of Greeley

David Hoagland, DSR

Sidney Innerebner, Indigo Water Group

James Kahler, Aurora Water

Ken Kloewer, City of Englewood, Allen WTP

Hart Krumrine, Aurora Water

Richard Leger, Aurora Water

Gail Lucas, Frachetti Engineering

Jon Mays, Town of Erie

Byron McElhinney, City of Golden

John McEncroe, Town of Morrison

Jim Medlock, City of Boulder

Pete Miller, Eagle River Water Sanitation Dist.

Andy Mitchell, City of Delta

Charles Moerke, Aurora Water  
Rod Neumayer, Aurora Water  
Harriet Noyes, The Ellamae Phillips Company  
Joe Opila, Washington Group at Rocky  
Mountain Arsenal  
Gary Parham, Lockheed Martin  
Mahendra Patel, Littleton/Englewood WWTP  
Warren Potter, City of Lafayette  
Carrie Powers, City of Glendale  
Gene Putman, City of Thornton  
John Ramsay, Consultant  
John Roberts, HD Supply  
Chris Salazar, Aurora Water  
Sherry Scaggiari, Aurora Water

Ralph Shearer, City of Delta  
Paul Shreve, CRWA  
Kirk Skogen, Aurora Water  
Edyta Stec-Uddin, Metro WW Reclamation  
Pat Sullivan, North Table Mountain W&S  
John Tedder, isiWest  
Phillip VanDunk, Aurora Water  
Dale Walls, American Flow Control  
Rob Webber, Suncor  
Jackie Whelan, CDPHE  
Gragg White, Canyon Systems  
Gordon Whittaker, CDPHE  
Tim Woodard, City of Westminster

**OCPO Administrative**

Sylvia Rottman	Teresa Tezak
Joyce Paxton	Jo Ann Vold
Shirley Denman	Amanda Morphis
Lori Sayler	

## **SECTION 3**

### **Volunteer Committee Descriptions**



### Volunteer Committee Descriptions

A brief description of the committees follows:

The Calendar Committee develops a calendar based on the 3-cycle exam program to insure sites for exams for the upcoming deadlines.

The Exam Application Committee volunteers average about 25, and meet 3-times a year after each deadline date to review the exam applications for approval to take the requested exams. If an application is disapproved, the applicant is notified and can resubmit with the requested information within the stated time.

The Exam Review Committee works with the test supplier for insertion of Colorado questions, based on the Colorado "Need to Know" documents, into the exams and recommendations on information supplied. There are Committee volunteers for each of the 8 exam disciplines.

The Proctor Committee consists of more than 30 volunteers from both divisions who spend hundreds of hours, covering all exam sites in all the corners of the state and travel over 10,100 miles to administer the exams.

The Reciprocity Committee consists of 10 volunteers from both divisions and works with the Reciprocity Decision Flow Chart and Guidelines document. The committee reviews and makes recommendations on applications. All recommendations from the committee are approved by the WWFOCB.

The Renewal Committee consists of 8 volunteers of both divisions who review applications to see that they have met the criteria; i.e., hands-on time, TU acquisitions, proper backup documents, etc.

The Training Unit Approval Committee consists of SMEs from all segments of the certification program to review courses for approval for TUs. Courses are submitted electronically and committee members can review on their time by logging into the OCPO website. Additionally, a number of individual courses were reviewed manually.

## SECTION 4

### Statistical Compilations



# Active Operator Counts 2014

Invalid Address	Applicants 1013	Active with Restorable certs 196	Active with Unexpired certs 72
	9677	6162	5422
Total:	10690	6358	5494
OPs with Email:	7629	5257	4637

## *Active certificate Counts by Classification (excluding restorable)*

Collection 1	887
Collection 2	465
Collection 3	189
Collection 4	661
Distribution 1	1272
Distribution 2	696
Distribution 3	246
Distribution 4	845
Industrial Wastewater A	125
Industrial Wastewater B	60
Industrial Wastewater C	173
Industrial Wastewater D	209
Small Wastewater System	189
Small Water System	580
Wastewater A	608
Wastewater B	183
Wastewater C	481
Wastewater D	788
Water A	792
Water B	343
Water C	633
Water D	929
Water Transient Non-community System	69
	11423

Wednesday, December 31, 2014

### Active Operator Counts, 2011-2014\*

Water Treatment								
	W-A	W-B	W-C	W-D	W-S	W-T		
2011	760	239	569	778	539	75		
2012	795	303	637	856	584	76		
2013	778	336	623	906	582	77		
2014	792	343	633	929	580	69		
Wastewater Treatment								
	WW-A	WW-B	WW-C	WW-D	WW-S			
2011	580	146	401	671				
2012	609	160	423	772	204			
2013	599	162	448	788	191			
2014	608	183	481	785	189			
Industrial Wastewater Treatment								
	Ind-A	Ind-B	Ind-C	Ind-D				
2011	113	31	174	172				
2012	117	32	176	166				
2013	119	47	172	184				
2014	125	60	173	209				
Water Distribution				Wastewater Collection				
	D-1	D-2	D-3	D-4	C-1	C-2	C-3	C-4
2011	1079	604	139	865	699	401	145	687
2012	1117	631	179	879	765	390	160	684
2013	1145	635	203	857	804	417	163	666
2014	1272	696	246	845	887	465	189	661

\* Active operator counts not available for years 2008-2010

## 2014- Examination Pass/Fail Rates, Written

Exam Year	Applications Received Total	Applications Approved <sup>1</sup> Total	Exams Taken Written	Pass Written	Pass Rate Written	Fail Written	Fail Rate Written
2014	2935*	2899*	1451	772	53.2%	679	46.8%

\*Total for Combined Testing Methods

### 2014 - Combined Testing Methods

Applications received	2935
Applications approved	2899
Exams taken written	1451
Exams taken electronically	1395
Pass written	772
Pass electronically	908
Pass rate written	53.2%
Pass rate electronically	65.1%
Failed written	679
Failed electronically	487
Fail rate written	46.8%
Fail rate electronically	34.9%

### Certificates Issued - 2014

#### New, Renewal, and By Reciprocity

	2014
Water Treatment	873
Water Distribution	1110
Wastewater Treatment	708
Industrial Wastewater	205
Wastewater Collection	845
Class S Water	207
Class T Water	23
Class S Wastewater	61
<b>TOTAL</b>	<b>4029</b>



## 2014 TESTING (Written)

### PASS/FAIL PERCENTAGES

#### By Class and Level

	p	f	pass %	fail %
W-A	13	32	28.89%	71.11%
W-B	30	28	51.72%	48.28%
W-C	47	30	61.04%	38.96%
W-D	78	41	65.55%	34.45%
TNC	3	0	100.00%	0.00%
WW-A	9	24	27.27%	72.73%
WW-B	12	55	17.91%	82.09%
WW-C	38	29	56.72%	43.28%
WW-D	59	62	48.76%	51.24%
SmWW	13	7	65.00%	35.00%
SmW	48	12	80.00%	20.00%
IndWW-A	2	3	40.00%	60.00%
IndWW-B	5	9	35.71%	64.29%
IndWW-C	11	12	47.83%	52.17%
IndWW-D	29	5	85.29%	14.71%
D-1	123	95	56.42%	43.58%
D-2	52	57	47.71%	52.29%
D-3	23	53	30.26%	69.74%
D-4	8	35	18.60%	81.40%
C-1	102	42	70.83%	29.17%
C-2	37	33	52.86%	47.14%
C-3	23	7	76.67%	23.33%
C-4	7	8	46.67%	53.33%

### Year End 2014 Online Treatment

		no tests			
		pass	fail	show	scheduled
	W-A	37	51	11	96
	W-B	31	13	2	46
	W-C	55	18	1	73
	W-D	85	24	6	113
	WW-A	15	19	2	36
	WW-B	29	57	7	89
	WW-C	46	21	4	70
	WW-D	80	35	12	120
	IND-A	8	13	2	23
	IND-B	12	4	1	16
	IND-C	12	3	1	16
	IND-D	31	0	1	32
	SmW	27	1	0	28
	SmWW	5	2	1	8
	TNC	4	0	0	4
	<b>Total</b>	477	261	51	<b>770</b>

	PASS %	FAIL %	No Show %
W-A	42.05%	58%	11%
W-B	70.45%	30%	4%
W-C	75.34%	25%	1%
W-D	77.98%	22%	5%
WW-A	44.12%	56%	6%
WW-B	33.72%	66%	8%
WW-C	68.66%	31%	6%
WW-D	69.57%	30%	10%
IND-A	38.10%	62%	9%
IND-B	75.00%	25%	6%
IND-C	80.00%	20%	6%
IND-D	100.00%	0%	3%
SmW	96.43%	4%	0%
SmWW	71.43%	29%	13%
TNC	100.00%	0%	0%
<b>Total</b>	64.63%	35%	7%

# Year End 2014 Online D & C

		pass	fail	no show	tests scheduled
	D-1	125	51	10	186
	D-2	61	42	6	109
	D-3	42	36	3	81
	D-4	19	42	1	62
	C-1	87	15	4	106
	C-2	51	16	2	69
	C-3	26	7	2	35
	C-4	18	17	2	37
	SmW	2	0	0	2
	SmWW	0	0	0	0
	Total	431	226	30	687

	PASS %	FAIL %	No Show %
D-1	71.02%	29%	5%
D-2	59.22%	41%	6%
D-3	53.85%	46%	4%
D-4	31.15%	69%	2%
C-1	85.29%	15%	4%
C-2	76.12%	24%	3%
C-3	78.79%	21%	6%
C-4	51.43%	49%	5%
SmW	100.00%	0%	0%
SmWW	0.00%	0%	0%
Total	65.60%	34%	4%

# CECTI Volunteer Value

2014

## Distribution & Collection Division

Committee/Activity	# of Volunteers	# of Hours	# of Meetings	Total Hours
Exam Appl. Review	13	2	3	78
Renewal	4	2	11	88
Item Writers/Test Reviewers	11	2	2	44
Division Meetings	13	2.5	11	358
WWFOCB Meetings	1	4	6	24
Proctoring (Avg.5)	5	8	10	400
Reciprocity	2	5	6	60
Administrative (Chmn.)	1	1.5	12	78
ABC Comm.	3	24	1	72
ABC Conference	3	30	1	90
<b>TOTAL D &amp; C Division</b>				<b>1,292</b>

## Water/Wastewater Treatment Division

Committee/Activity	# of Volunteers	# of Hours	# of Meetings	Total
Exam Appl. Review	6	4	3	72
Renewal	4	2	11	88
Item Writers/Test Reviewers	8	2	2	32
Division Meetings	6	2.5	6	135
WWFOCB Meetings	2	4	6	48
Proctoring (Avg.5)	5	8	15	600
Reciprocity	4	5	6	120
Admin (Director)	1	5	6	30
ABC Comm.	1	24	1	24
ABC Conference	3	30	1	90
<b>Total W/WWT Div.</b>				<b>1,329</b>
<b>WWFOCB</b>	9	4	6	<b>216</b>
<u>Jt. TU Approval*</u>	15	Hours x Courses	600	<b>500</b>

**Grand Total**

**3,337 hours**

3.14.2014

**\$ Value: 320,100.00** at 2005 level; **387,092.00** at 2014 level

This figure of \$116.00 per hour was reached using the median cost of a Consultant in 2011.

The total program cost for 2014 was \$575,283.72 with 67.3% of the total cost being defrayed by Volunteer-related activity.

\*It has been computed that it takes 55 minutes for the Committee to review a course. The number of committee members varies, based on what SME is needed, however, the review time stays the same.

## SECTION 5

### Financial Statements



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Accrual Basis

# CECTI

## Profit & Loss by Class

### January through December 2014

	CECTI	D&C	Unclassified	TOTAL
Ordinary Income/Expense				
Income				
CU-Short School	0.00	51,786.13	0.00	51,786.13
Income				
Late Fee	14,750.00	13,600.00	0.00	28,350.00
Application-Test Fee	96,660.00	93,120.00	0.00	189,780.00
Bank Fee-NSF checks	100.00	75.00	0.00	175.00
Certificate Request-general	19,460.00	26,290.00	0.00	45,750.00
CWP Pin	5.00	0.00	0.00	5.00
Labels-4060	250.00	750.00	0.00	1,000.00
Online-certificate request	25,905.00	23,760.00	0.00	49,665.00
Fee-online testing	22,470.00	18,865.00	0.00	41,335.00
Reciprocity Application	450.00	120.00	0.00	570.00
Reciprocity Certificate	2,170.00	560.00	0.00	2,730.00
Renewals	101,380.00	97,905.00	0.00	199,285.00
Reprints	200.00	140.00	0.00	340.00
TU Fee-4070	0.00	0.00	24,080.00	24,080.00
Investments				
ING-Interest	0.00	0.00	947.07	947.07
Total Investments	0.00	0.00	947.07	947.07
Total Income	283,800.00	275,185.00	25,027.07	584,012.07
Total Income	283,800.00	326,971.13	25,027.07	635,798.20
Gross Profit	283,800.00	326,971.13	25,027.07	635,798.20
Expense				
Short School	0.00	0.00	12,643.10	12,643.10
Expenses				
Off site-on line testing exp.	0.00	0.00	2,019.82	2,019.82
Attorney Fees	0.00	0.00	175.00	175.00
ABC Conference-6033	7,171.16	8,635.36	2,486.70	18,293.22
ABC Membership Dues	0.00	0.00	3,600.00	3,600.00
Accounting Fees-6000	0.00	0.00	11,380.00	11,380.00
Annual Letter/Mailings-6230	0.00	0.00	8,296.68	8,296.68
Bank Charges-6030	0.00	0.00	118.60	118.60
Board Expense-6031	0.00	0.00	4,075.01	4,075.01
Credit Card Fees-6040	0.00	0.00	34,640.86	34,640.86
Exam Fees				
On Line Exam Fees	0.00	0.00	52,659.00	52,659.00
Regular Exam Fees-6080	0.00	0.00	52,660.00	52,660.00
Exam Fees - Other	0.00	0.00	669.00	669.00
Total Exam Fees	0.00	0.00	105,988.00	105,988.00

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03/17/15

Accrual Basis

# CECTI

## Profit & Loss by Class

### January through December 2014

	CECTI	D&C	Unclassified	TOTAL
License & Filing Fees-6231	0.00	0.00	10.00	10.00
Management Fee-6235	0.00	0.00	232,005.72	232,005.72
Miscellaneous-6260	0.00	0.00	8,596.79	8,596.79
OCPO-Website Development/Maint	0.00	0.00	22,440.76	22,440.76
On Line Management Fee	0.00	0.00	27,631.26	27,631.26
On Line Suite Rent	0.00	0.00	12,666.33	12,666.33
On Line Misc	0.00	0.00	8,019.98	8,019.98
Postage-6290	0.00	0.00	2,188.47	2,188.47
Printing-6300	0.00	0.00	3,341.52	3,341.52
Proctor Fees & Facilities Rent				
Regular Proctor Fees-6310	0.00	0.00	21,932.63	21,932.63
Regular Facilities & Equipment	0.00	0.00	8,679.28	8,679.28
Total Proctor Fees & Facilities Rent	0.00	0.00	30,611.91	30,611.91
Refund-Test Application-6010	1,035.00	1,035.00	0.00	2,070.00
State Certificate Fees-6350	0.00	0.00	20,145.00	20,145.00
Supplies Office-6360	0.00	0.00	3,313.20	3,313.20
Telephone-6390	0.00	0.00	1,012.49	1,012.49
VOID Checks-6445	0.00	0.00	0.00	0.00
Total Expenses	8,206.16	9,670.36	544,764.10	562,640.62
Total Expense	8,206.16	9,670.36	557,407.20	575,283.72
Net Ordinary Income	275,593.84	317,300.77	-532,380.13	60,514.48
Other Income/Expense				
Other Expense	0.00	0.00	236.25	236.25
General Liability Insurance	0.00	0.00	236.25	236.25
Total Other Expense	0.00	0.00	-236.25	-236.25
Net Other Income	275,593.84	317,300.77	-532,616.38	60,278.23
Net Income	275,593.84	317,300.77	-532,616.38	60,278.23